AUTHORIZED INFORMATION TECHNOLOGY SCHEDULE PRICELIST
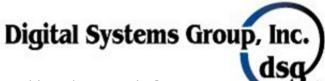**GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY**
EQUIPMENT, SOFTWARE AND SERVICES

Digital Systems Group, Inc. dsg

400 Horsham Rd, Suite 120
Horsham, PA 19044
Voice (215) 443-5178
Fax (215) 443-2483
E-Mail (contracts@dsg-inc.com)
Web Site (www.dsg-inc.com)

Special Item No. 132-33 Perpetual Software Licenses
Special Item No. 132-34 Maintenance of Software as a Service
Special Item No. 132-50 Training Courses
Special Item No. 132-51 Information Technology Professional Services

SPECIAL ITEM NUMBER 132-33 - PERPETUAL SOFTWARE LICENSES

Software maintenance as a product includes the publishing of bug/defect fixes via patches an d updates/upgrades in function and technology to maintain the operability and usability of the software product. It may also include other no charge support that are included in the purchase price of the product in the commercial marketplace. No charge s upport includes items such as user blogs, discussion forums, on-line help libraries and FAQs (Frequently Asked Questions), hosted chat rooms, and limited telephone, email and/or web -based general technical support for user's self diagnostics.

Software maintenance as a product does **NOT** include the creation, design, implementation, integration, etc. of a software package. These examples are considered software maintenance as a service.

FSC CLASS 7030 - INFORMATION TECHNOLOGY SOFTWARE Large Scale Computers /
Microcomputers
Core Financial Management Software

Contract Number GS-35F-0760J
PERIOD COVERED BY THE CONTRACT:
September 24, 1999 Through September 23, 2019

General Services Administration
Federal Acquisition Service

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! System (http://www.gsaadvantage.gov). Agencies can browse GSA Advantage! by accessing the Federal Supply Service's Home Page via the Internet at http://www.fss.gsa.gov/

SPECIAL ITEM NUMBER 132-34 - MAINTENANCE OF SOFTWARE AS A SERVICE
Software maintenance as a service creates, designs, implements, and/or integrates customized changes to software that solve one or more problems and is not included with the price of the software. Software maintenance as a service includes person-to-person communications regardless of the medium used to communicate: telephone support, on-line technical support, customized support, and/or technical expertise which are charged commercially.

Software maintenance as a service is billed arrears in accordance with 31 U.S.C. 3324.

SPECIAL ITEM NUMBER 132-50 - TRAINING COURSES (FPDS Code U012)

SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

FPDS Code D302	IT Systems Development Services
FPDS Code D306	IT Systems Analysis Services
FPDS Code D308	Programming Services
FPDS Code D311	IT Data Conversion Services
FPDS Code D316	IT Network Management Services
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and can not be purchased separately.

Note 2: Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is <u>not</u> to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an architectural engineering (A/E) nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.

Note 3: This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performance by the publisher or manufacturer or one of their authorized agents.

<div align="center">

Contract Number GS-35F-0760J

PERIOD COVERED BY THE CONTRACT:
September 24, 1999 Through September 23, 2019

Pricelist current through Modification #   PO 0022   , dated   October 15, 2015

General Services Administration
Federal Acquisition Service

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Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! System (http://www.gsaadvantage.gov).

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INFORMATION FOR ORDERING ACTIVITIES
APPLICABLE TO ALL SPECIAL ITEM NUMBERS

SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Acquisition Service. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micro-purchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service (www.gsaadvantage.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal Acquisition Service Home Page (www.fss.gsa.gov) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1.   **GEOGRAPHIC SCOPE OF CONTRACT:**

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:
  [X]   The Geographic Scope of Contract will be domestic and overseas delivery.
  [ ]   The Geographic Scope of Contract will be overseas delivery only.
  [ ]   The Geographic Scope of Contract will be domestic delivery only.

For Special Item Number 132-53 Wireless Services ONLY, if awarded, list the limited geographic coverage area:
_____

 2.   **CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:**

Ordering Address	Payment Address
Digital Systems Group, Inc.	Digital Systems Group, Inc.
GSA Schedule	GSA Schedule
400 Horsham Rd., Suite 120	400 Horsham Rd., Suite 120
Horsham, PA 19044	Horsham, PA 19044

Contractor must accept the credit card for payments equal to or less than the micro-purchase for oral or written orders under this contract. The Contractor and the ordering agency may agree to use the credit card for dollar

amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card).   In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance:

(215) 443-5178 X502

When Authorized Dealers are allowed by the Contractor to bill ordering activities and accept payment, the order and/or payment must be in the name of the Contractor, in care of the Authorized Dealer.

3.   LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4.   STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

     Block 9: G. Order/Modification Under Federal Schedule
     Block 16: Data Universal Numbering System (DUNS) Number: <u>114335490</u>
     Block 30: Type of Contractor - <u>B. Other Small Business</u>

A.	Small Disadvantaged Business
B.	Other Small Business
C.	Large Business
G.	Other Nonprofit Organization
L.	Foreign Contractor

     Block 31: Woman-Owned Small Business - <u>No</u>
     Block 36: Contractor's Taxpayer Identification Number (TIN): <u>23-2257233</u>

4a.   CAGE Code: <u>8X410</u>
4b.   Contractor has registered with the Central Contractor Registration Database.

5.   FOB DESTINATION

6.   DELIVERY SCHEDULE

a.   TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
<u>132-33</u>	<u>30</u> Days
<u>132-34</u>	<u>30</u> Days
<u>132-50</u>	<u>30</u> Days
<u>132-51</u>	<u>*</u> Days

*Delivery of Professional Services will be negotiated at the task order level.

b.   URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7.   **DISCOUNTS:** Prices shown are NET Prices; Basic Discounts have been deducted.

   a.   Prompt Payment: 0 % - ___ days from receipt of invoice or date of acceptance, whichever is later.

   b.   Quantity

Quantity Discounts:

   The following reductions for site licenses apply when an ordering activity during this, prior and subsequent contract periods, purchase more than one software product for use at more than one site. Accordingly, a single order of more than one could result in a different price for part of the order. Discounts shall also apply to maintenance.

Number of Sites	Purchase, Software Percent Discounted from Schedule Price	Maintenance, Software Percent discounted from Schedule Price
Second and Third Site	10%	0%
Fourth and Fifth Site	20%	0%
Sixth and Seventh Site	30%	0%
Each Additional Site	40%	0%

   c.   Dollar Volume

   d.   Government Educational Institutions

   e.   Other

8.   **TRADE AGREEMENTS ACT OF 1979, as amended:**

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

9.   **STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:**

10.   **SMALL REQUIREMENTS:** The minimum dollar value of orders to be issued is $100.00.

11.   **MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment.)**

a.   The Maximum Order value for the following Special Item Numbers (SINs) is $500,000:

   Special Item Number 132-33 - Perpetual Software Licenses
   Special Item Number 132-34 - Maintenance of Software as a Service
   Special Item Number 132-51 - Information Technology Professional Services

b.   The Maximum Order value for the following Special Item Numbers (SINs) is $25,000:

   Special Item Number 132-50 - Training Courses

12.   ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

(a)   FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.

(b)   FAR 8.405-2 Ordering procedures for services requiring a statement of work.

13.   FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS: ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (Reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

13.1   FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS): Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication."   Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act.   Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

13.2   FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):   Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Acquisition Service, and Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925.   Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

14.   CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)

(a)   Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract.   All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

(b)   Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.

(c)   Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered.   All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.

(d)   Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.

(e)   Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.

(f)   Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.

(g)   Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.

(h)   Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.

(i)   Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.

(j)   Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

(k)   Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

15.   CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES: Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See 52.212-4)

16.   GSA ADVANTAGE!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

(1)   Manufacturer;
(2)   Manufacturer's Part Number; and
(3)   Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is http://www.gsaadvantage.gov/.

17. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, **only if**-

(1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));

(2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;

(3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and

(4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

(a) For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

(1) Time of delivery/installation quotations for individual orders;

(2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.

(3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

(b) The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. OVERSEAS ACTIVITIES

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

_____
_____

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

20.   BLANKET PURCHASE AGREEMENTS (BPAs):

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

21.   CONTRACTOR TEAM ARRANGEMENTS:

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22.   INSTALLATION, DEINSTALLATION, REINSTALLATION:

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of $2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall receive less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds $2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act.   The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8 or 132-9.

23.   SECTION 508 COMPLIANCE:

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following:

> Digital Systems Group, Inc.
> 400 Horsham Rd, Suite 120
> Horsham, PA 19044
> Attn.: Section 508 Compliance

The EIT standard can be found at: www.Section508.gov/.

24.   PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES:

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

 (a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and

 (b) The following statement:

This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

25.   INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)

(a)   The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b)   Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained.   The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

   (1)   For such period as the laws of the State in which this contract is to be performed prescribe; or

   (2)   Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c)   The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract.   The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26.   SOFTWARE INTEROPERABILITY:

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability.   An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program.   Interfaces may be identified by reference to an interface registered in the component registry located at http://www.core.gov.

27.   ADVANCE PAYMENTS:

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered.   Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)

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TERMS AND CONDITIONS APPLICABLE TO PERPETUAL SOFTWARE LICENSES (SPECIAL ITEM NUMBER 132-33) AND MAINTENANCE AS A SERVICE (SPECIAL ITEM NUMBER 132-34) OF GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY SOFTWARE

1. INSPECTION/ACCEPTANCE

The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The ordering activity reserves the right to inspect or test any software that has been tendered for acceptance. The ordering activity may require repair or replacement of nonconforming software at no increase in contract price. The ordering activity must exercise its postacceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the software, unless the change is due to the defect in the software.

2. GUARANTEE/WARRANTY

a. Unless specified otherwise in this contract, the Contractor's standard commercial guarantee/warranty as stated in the contract's commercial pricelist will apply to this contract.

All software furnished pursuant to the terms of this contract shall be unconditionally guaranteed for a period of one (1) year, beginning on the first day of acceptance.

b. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.

c. Limitation of Liability. Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the ordering activity for consequential damages resulting from any defect or deficiencies in accepted items.

3. TECHNICAL SERVICES

The Contractor, without additional charge to the ordering activity, shall provide a hot line technical support number (215) 443-5178 for the purpose of providing user assistance and guidance in the implementation of the software. The technical support number is available from 8:00 AM Eastern Time to 5:00 PM Eastern Time.

4. SOFTWARE MAINTENANCE

(a) Software maintenance as it is defined: (select software maintenance type):

(1) Software Maintenance

Digital Systems Group, Inc. shall always be responsive to the maintenance requirements of the ordering activity. Digital Systems Group, Inc. shall without additional charges, keep software in good operating condition and shall bear all costs related thereto including, but not limited to, travel labor and documentation. Maintenance can normally be accomplished by sending a tape or disk with the correction(s), update(s) or enhancement(s) which have been made, along with accompanying instructions for their implementation; however, if implementation of changes requires Digital Systems Group, Inc.'s personnel to be in attendance at the installation, Digital Systems Group, Inc. shall comply. Maintenance shall include changes, updates, enhancements, and detection and correction of all software errors. Should it become necessary to replace a tape card deck, etc., due to damage, defective equipment, etc., there will be no charge for said replacement, except for media and delivery costs.

Digital Systems Group, Inc. shall correct errors or replace software within two (2) days after notification that a software correction is required. Failure to comply with this requirement will result in deduction of maintenance charges on the basis of 1/30th of the monthly maintenance rate for each day the software is inoperative, computed from the initial downtime notification; deduction for an inoperative period consisting of a partial day will be prorated.

(b) Invoices for maintenance service shall be submitted by the Contractor on a quarterly or monthly basis, after the completion of such period. Maintenance charges must be paid in arrears (31 U.S.C. 3324). PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

5. MAINTENANCE (SIN 132-34)

(a) The Contractor shall honor orders for periods for the duration of the contract period or a lesser period of time.

(b) Maintenance may be discontinued by the ordering activity on thirty (30) calendar days written notice to the contractor.

(c) Annual Funding. When annually appropriated funds are cited on an order for maintenance, the period of the maintenance shall automatically expire on September 30 of the contract period, or at the end of the contract period, whichever occurs first. Renewal of the maintenance orders citing the new appropriation shall be required, if the maintenance is to be continued during any remainder of the contract period.

(d) Cross-Year Funding Within Contract Period. Where an ordering activity's specific appropriation authority provides for funds in excess of a 12 month (fiscal year) period, the ordering activity may place an order under this schedule contract for a period up to the expiration of the contract period, notwithstanding the intervening fiscal years.

(e) Ordering activities should notify the Contractor in writing thirty (30) calendar days prior to the expiration of an order, if the maintenance is to be terminated at that time. Orders for the continuation of maintenance will be required if the maintenance is to be continued during the subsequent period.

6. UTILIZATION LIMITATIONS - (SIN 132-32, SIN 132-33, AND SIN 132-34)

(a) Software acquisition is limited to commercial computer software defined in FAR Part 2.101.

(b) When acquired by the ordering activity, commercial computer software and related documentation so legend shall be subject to the following:

(1) Title to and ownership of the software and documentation shall remain with the Contractor, unless otherwise specified.

(2) Software licenses are by site and by ordering activity. An ordering activity is defined as a cabinet level or independent ordering activity. The software may be used by any subdivision of the ordering activity (service, bureau, division, command, etc.) that has access to the site the software is placed at, even if the subdivision did not participate in the acquisition of the software. Further, the software may be used on a sharing basis where multiple agencies have joint projects that can be satisfied by the use of the software placed at one ordering activity's site. This would allow other agencies access to one ordering activity's database. For ordering activity public domain databases, user agencies and third parties may use the computer program to enter, retrieve, analyze and present data. The user ordering activity will take appropriate action by instruction, agreement, or otherwise, to protect the Contractor's proprietary property with any third parties that are permitted access to the computer programs and documentation in connection with the user ordering activity's permitted use of the computer programs and documentation. For purposes of this section, all such permitted third parties shall be deemed agents of the user ordering activity.

(3)   Except as is provided in paragraph 8.b(2) above, the ordering activity shall not provide or otherwise make available the software or documentation, or any portion thereof, in any form, to any third party without the prior written approval of the Contractor. Third parties do not include prime Contractors, subcontractors and agents of the ordering activity who have the ordering activity's permission to use the licensed software and documentation at the facility, and who have agreed to use the licensed software and documentation only in accordance with these restrictions. This provision does not limit the right of the ordering activity to use software, documentation, or information therein, which the ordering activity may already have or obtains without restrictions.

(4)   The ordering activity shall have the right to use the computer software and documentation with the computer for which it is acquired at any other facility to which that computer may be transferred, or in cases of Disaster Recovery, the ordering activity has the right to transfer the software to another site if the ordering activity site for which it is acquired is deemed to be unsafe for ordering activity personnel; to use the computer software and documentation with a backup computer when the primary computer is inoperative; to copy computer programs for safekeeping (archives) or backup purposes; to transfer a copy of the software to another site for purposes of benchmarking new hardware and/or software; and to modify the software and documentation or combine it with other software, provided that the unmodified portions shall remain subject to these restrictions.

(5)   "Commercial Computer Software" may be marked with the Contractor's standard commercial restricted rights legend, but the schedule contract and schedule pricelist, including this clause, "Utilization Limitations" are the only governing terms and conditions, and shall take precedence and supersede any different or additional terms and conditions included in the standard commercial legend.

7.   SOFTWARE CONVERSIONS - (SIN 132-32 AND SIN 132-33)

Full monetary credit will be allowed to the ordering activity when conversion from one version of the software to another is made as the result of a change in operating system, or from one computer system to another. Under a perpetual license (132-33), the purchase price of the new software shall be reduced by the amount that was paid to purchase the earlier version.

8.   DESCRIPTIONS AND EQUIPMENT COMPATIBILITY

The Contractor shall include, in the schedule pricelist, a complete description of each software product and a list of equipment on which the software can be used.   Also, included shall be a brief, introductory explanation of the modules and documentation which are offered.

9.   RIGHT-TO-COPY PRICING

The Contractor shall insert the discounted pricing for right-to-copy licenses.

TERMS AND CONDITIONS APPLICABLE TO PURCHASE OF TRAINING COURSES FOR GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT AND SOFTWARE (SPECIAL ITEM NUMBER 132-50)

1. SCOPE

(a) The Contractor shall provide training courses normally available to commercial customers, which will permit ordering activity users to make full, efficient use of general purpose commercial IT products. Training is restricted to training courses for those products within the scope of this solicitation.

(b) The Contractor shall provide training at the Contractor's facility and/or at the ordering activity's location, as agreed to by the Contractor and the ordering activity.

2. ORDER

Written orders, EDI orders (GSA Advantage! and FACNET), credit card orders, and orders placed under Blanket Purchase Agreements (BPA) shall be the basis for the purchase of training courses in accordance with the terms of this contract. Orders shall include the student's name, course title, course date and time, and contracted dollar amount of the course.

3. TIME OF DELIVERY

The Contractor shall conduct training on the date (time, day, month, and year) agreed to by the Contractor and the ordering activity.

4. CANCELLATION AND RESCHEDULING

(a) The ordering activity will notify the Contractor at least seventy-two (72) hours before the scheduled training date, if a student will be unable to attend. The Contractor will then permit the ordering activity to either cancel the order or reschedule the training at no additional charge. In the event the training class is rescheduled, the ordering activity will modify its original training order to specify the time and date of the rescheduled training class.

(b) In the event the ordering activity fails to cancel or reschedule a training course within the time frame specified in paragraph a, above, the ordering activity will be liable for the contracted dollar amount of the training course. The Contractor agrees to permit the ordering activity to reschedule a student who fails to attend a training class within ninety (90) days from the original course date, at no additional charge.

(c) The ordering activity reserves the right to substitute one student for another up to the first day of class. d.

In the event the Contractor is unable to conduct training on the date agreed to by the Contractor and the ordering activity, the Contractor must notify the ordering activity at least seventy-two (72) hours before the scheduled training date.

5. FOLLOW-UP SUPPORT

The Contractor agrees to provide each student with unlimited telephone support or online support for a period of one (1) year from the completion of the training course. During this period, the student may contact the Contractor's instructors for refresher assistance and answers to related course curriculum questions.

6.   **PRICE FOR TRAINING**

The price that the ordering activity will be charged will be the ordering activity training price in effect at the time of order placement, or the ordering activity price in effect at the time the training course is conducted, whichever is less.

7.   **INVOICES AND PAYMENT**

Invoices for training shall be submitted by the Contractor after ordering activity completion of the training course. Charges for training must be paid in arrears (31 U.S.C. 3324). PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

8.   **FORMAT AND CONTENT OF TRAINING**

(a)   The Contractor shall provide written materials (i.e., manuals, handbooks, texts, etc.) normally provided with course offerings. Such documentation will become the property of the student upon completion of the training class.

(b)   For hands-on training courses, there must be a one-to-one assignment of IT equipment to students.

(c)   The Contractor shall provide each student with a Certificate of Training at the completion of each training course.

(d)   The Contractor shall provide the following information for each training course offered:

(1)   The course title and a brief description of the course content, to include the course format (e.g., lecture, discussion, hands-on training);

(2)   The length of the course;

(3)   Mandatory and desirable prerequisites for student enrollment;

(4)   The minimum and maximum number of students per class;

(5)   The locations where the course is offered;

(6)   Class schedules; and

(7)   Price (per student, per class (if applicable)).

(e)   For those courses conducted at the ordering activity's location, instructor travel charges (if applicable), including mileage and daily living expenses (e.g., per diem charges) are governed by Pub. L. 99-234 and FAR Part 31.205-46, and are reimbursable by the ordering activity on orders placed under the Multiple Award Schedule, as applicable, in effect on the date(s) the travel is performed. Contractors cannot use GSA city pair contracts. The Industrial Funding Fee does NOT apply to travel and per diem charges.

(f)   For Online Training Courses, a copy of all training material must be available for electronic download by the students.

9.   **"NO CHARGE" TRAINING**

The Contractor shall describe any training provided with equipment and/or software provided under this contract, free of charge, in the space provided below.

_____

_____

TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)

1. SCOPE

(a) The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.

(b) The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)

(a) Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.

(b) The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.

(c) Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

(a) Agencies may use written orders, EDI orders, Blanket Purchase Agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.

(b) All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

(a) The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.

(b) The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the contractor and the ordering activity.

(c) The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workman like manner.

(d) Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

(a)   The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

    (1)   Cancel the stop-work order; or

    (2)   Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(c)   If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

    (1)   The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

    (2)   The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

(c)   If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d)   If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6.   INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) (Deviation 1 – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract.   The Inspection–Time-and-Materials and Labor-Hour (May 2001) (Deviation 1 – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7.   RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227 - 14 (Deviation – Dec 2007) Rights in Data – General, may apply.

8. **RESPONSIBILITIES OF THE ORDERING ACTIVITY**

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Professional Services.

9. **INDEPENDENT CONTRACTOR**

All IT Professional Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

10. **ORGANIZATIONAL CONFLICTS OF INTEREST**

(a) Definitions.

"Contractor" means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

"Contractor and its affiliates" and "Contractor or its affiliates" refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An "Organizational conflict of interest" exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the contractor's or its affiliates' objectivity in performing contract work.

(b) To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. **INVOICES**

The Contractor, upon completion of the work ordered, shall submit invoices for IT Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. **PAYMENTS**

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (OCT 2008) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (OCT 2008) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:

(a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—

    (1) The offeror;

    (2) Subcontractors; and/or

    (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13.   RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

14.   INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15.   APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16.   DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

a.   The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

b.   Pricing for all IT Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices.

The following is an example of the manner in which the description of a commercial job title should be presented:

EXAMPLE: Commercial Job Title: System Engineer

Minimum/General Experience: Three (3) years of technical experience which applies to systems analysis and design techniques for complex computer systems. Requires competence in all phases of systems analysis techniques, concepts and methods; also requires knowledge of available hardware, system software, input/output devices, structure and management practices.

Functional Responsibility: Guides users in formulating requirements, advises alternative approaches, conducts feasibility studies.

Minimum Education: Bachelor's Degree in Computer Science

USA COMMITMENT TO PROMOTE
SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS

PREAMBLE

Digital Systems Group, Inc., provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact**:**

Company Point of Contact: Thomas B. Moogan

(215) 443-5178 X223

(215) 443-2483 Fax

contracts@dgsg-inc.com

BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) _____.

Federal Supply Schedule Contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures

_____   _____
Ordering Activity   **Date**   **Contractor**   **Date**

BPA NUMBER_____

(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

(1)   The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER   *SPECIAL BPA DISCOUNT/PRICE

_____   _____

_____   _____

_____   _____

(2)   Delivery:
DESTINATION   DELIVERY SCHEDULES / DATES

_____   _____

_____   _____

_____   _____

(3)   The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

(4)   This BPA does not obligate any funds.

(5)   This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6)   The following office(s) is hereby authorized to place orders under this BPA: OFFICE

POINT OF CONTACT

_____   _____

_____   _____

_____   _____

(7)   Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8)   Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information at a minimum:
(a) Name of Contractor;
(b) Contract Number;
(c) BPA Number;
(d) Model Number or National Stock Number (NSN);

(e) Purchase Order Number; (f)

Date of Purchase;

(g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and

(h) Date of Shipment.

(9)   The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10)   The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

****

Digital Systems Group, Inc.
400 Horsham Rd, Suite 120
Horsham, PA 19044
Voice (215) 443-5178
Fax (215) 443-2483
E-mail (contracts@dsg-inc.com)
Web Site (www.dsg-inc.com)

Products and Services Pricelist

The Company

Digital Systems Group, Inc. (DSG) is a small business with a worldwide footprint in the federal financial management products and services marketplace.

The Integrated Financial Management Information System (IFMIS) was DSG's entrée into the federal financial management arena. As technology advanced, IFMIS advanced as well. Today, IFMIS is a fully web-enabled application. As technology advanced even further, DSG's highly skilled personnel kept pace. They developed iCore – the IFMIS core – as the web-based, derivative successor product of IFMIS. Both iCore and IFMIS are designed specifically to meet the financial management and reporting needs of the federal government. Both are also certified under the Joint Financial Management Improvement Program's (JFMIP) Core Financial System Requirement Qualification Test.

The list of companies with a Joint Financial Management Improvement Program (JFMIP) Core Financial System certification is very short. DSG is on that list twice with iCore and IFMIS.

DSG's personnel are committed to ensuring our client's success, and our implementation record for the federal marketplace illustrates that success. DSG is very proud of this record of success and works diligently to maintain the record. We have met aggressive schedules and budgets, time and time again. We believe that we are the only vendor with certified financial management software that has implemented a full system in 90-days or less. In fact, we have handled two very successful 90-day implementations. Through planning, cooperation and quite frankly, determination, aggressive implementations can be achieved, and there is often great merit in taking this approach. Proof of this approach is the fact that over 300 federal locations worldwide use our commercial off-the-shelf (COTS) applications.

DSG's success is a direct result of the efforts and expertise of our associates. They are responsible for the design, development, implementation, upgrading and maintenance of DSG's suite of software. Our associates are experts in all areas of federal financial management, including project management, interface development, data conversion, business process analysis, workflow and transaction analysis, training, documentation, reports development, programming, communications, database administration and operations. With this depth and breadth of expertise, DSG is a full service provider to the federal government.

DSG has designed and developed a suite of software that complements and supports our core federal financial applications – iCore and IFMIS. The suite includes software for Billing; Contract Sales and Inventory; Credit Card Processing; Inventory; Planning, Budget Formulation and Execution; Purchasing; Property; Time and Attendance; as well as Travel.

Since 1982, DSG has worked to provide the best products and services to our federal clients. We efficiently address the multitude of details that make up the "big picture" while always keeping our eye on the "big picture." We leave little or nothing to chance.

iCore and IFMIS

Five fully integrated modules form the "core" of both commercial off-the-shelf (COTS) applications. While the module names for iCore and IFMIS are slightly different, their functionality is very similar.

iCore Modules	IFMIS Modules
Funding	Funding
Accounts Receivable	Accounts Receivable
Accounts Payable	Disbursements
Cost Accumulation	Cost Posting
General Ledger	General Ledger

Funding

Funding processes funds appropriated (direct) and/or authorized (reimbursable) by Congress. These funds are entered on-line into Funding. System tables are used to edit the transactions on-line, ensuring a high degree of data integrity. Funds availability checking is done at the original point of data entry as part of the verification process. As funds (or authorized reimbursable authority) are consumed, the fund status is updated in real-time – providing a clear illustration of funds status for all appropriations and reimbursable orders.

Accounts Receivable

Accounts Receivable supports both federal government and commercial clients whose data is maintained in a customer database. Collections are tracked at the documents' line-item level where the amounts are associated with a classification structure for tracking the status of funds. Accounts Receivable recognizes the various collection accounts established by the user – such as applied and unapplied – and post to the appropriate account. All calculations are fully supported and recorded in the application.

Accounts Payable / Disbursements

Accounts Payable / Disbursing processes invoices, certifies them for payment, and creates payment schedules for the U.S. Treasury. Payment schedules are sent to the Treasury on tape when there is a high volume of payments to be made; when there is a low volume, the payment schedule is sent on the SF-1166 form. The Treasury confirmation process reconciles the checks issued by the Treasury and updates the payment schedule. Accounts Payable / Disbursing also processes credit memos, void checks, canceled checks, and un-negotiated checks. Vendor information for all types of government and commercial vendors is maintained here and calculations on interest penalties and discounts earned or lost, based on the Prompt Payment Act, are performed here as well. Expenditures are tracked at the document line-item level where the amounts to be disbursed are linked to a line of accounting for tracking the status of funds.

Cost Accumulation / Cost Posting

Cost Accumulation / Cost Posting processes purchase requests (commitments), purchase orders (obligations), receiving reports (costs), and invoices (expenditures). The amounts of these documents are tracked at the line-item level where the ACS is entered along with the appropriate reference number. The reference number consists of the document number and line item the transaction is liquidating. The ACS is used to check the funds available for the transaction and to update the funding balance for the allocation.
General Ledger

As the repository of all postings, the General Ledger is the source of all reporting data. The General Ledger includes Chart-of-Accounts maintenance for the U.S. Standard General Ledger (US SGL), journal voucher processing, and general ledger reports. Journal entries are processed for proprietary and budgetary accounts, which are automatically determined by the transaction code table. Transactions are recorded using the Accounting Classification Structure (ACS) and trial balances are generated for the appropriate levels of the ACS. Financial transactions can be entered directly into the General Ledger, received from the other application modules, or batch-processed from ancillary systems.

Reporting

High-quality data is captured at the source as a corporate resource – allowing it to be viewed simultaneously as consolidated data for central management and as segmented data for physically dispersed activities. A large number of U.S. Treasury mandated reports have been programmed and formatted in accordance with the crosswalks and form and content issued by the U.S. Treasury. IFMIS also offers an extensive inventory of reports designed to meet the specific needs of DSG's federal clients. All reports are designed to use the General Ledger as the basis for the financial information in the reports.

Executive Reporting Module (ERM)

The Executive Reporting Module (ERM) provides both ad hoc querying and formal reporting capabilities via an intuitive and user-friendly GUI web interface. It is fully integrated in iCore and optional with IFMIS.

The ERM ad hoc query tool greatly simplifies the creation of reports and aids in understanding and simplifying database tables, views, and relationships. Using point and click functionality, the ERM allows the user to build custom queries that can be run at the time they are built; saved and run at a later time; or shared with others in the user community. Reports can be scheduled to run at specific times, as well as on-demand. Exception reports based on user-defined criteria can run automatically and then be delivered to the appropriate desktop(s). The ERM supports multi-dimensional analysis, including drill-down capability, from summary level data to detail levels, as well as graphical presentation.

Reports may be output into various formats, including Portable Document Format (PDF), Comma Separated Value (CSV), Hyper Text Markup Language (HTML), and Postscript (PS). In addition, the ERM allows the user to download data into common spreadsheet formats, such as Excel® or Lotus®, for analysis.

Help and Documentation

iCore offers a comprehensive Online Help System — complete with pop-up definitions, hypertext links to related topics, and a Table of Contents, Index, and Search Wizard. iCore Online Help functions as a standard Windows® Help System, complete with printing, copying and annotating capability; a book marking feature; a history window of topics visited; and navigation buttons.

The iCore Online Help System also incorporates a significant volume of online documentation that addresses the needs of iCore users, systems and operations personnel.

IFMIS Help takes advantage of all the tools for a full graphical user interface (GUI), with micro-help on the status bar and balloon help for immediate, concise instructions.

The IFMIS documentation library is extensive, encompassing end user's manuals, systems manuals and operations manuals. The IFMIS end user's manuals and systems manuals take the reader "step-by-step" though each of the core IFMIS modules. The operations manual presents information in order to effectively and efficiently implement and maintain the IFMIS system. All IFMIS manuals are available in both hard copy and electronic copy.

Security

iCore and IFMIS meet JFMIP and other regulatory requirements for the security services of data integrity, user accountability, data confidentiality, protection against denial of service, and security management.

Security mechanisms include access control, identification and authentication, audit, protected security administrator interfaces, and mechanisms to protect the integrity and confidentiality of data transferred via communication networks. In addition, iCore and IFMIS each have an internal security module that verifies an individual's ability to access the application as well as their ability to access key functions within the application.

iCore and IFMIS – The Similarities

Beyond the "core" modules, the similarities between iCore and IFMIS are reasonable, vital and numerous.

> **All financial events are recorded.** Summary level and the associated detailed level information – representing a financial event – is always recorded and maintained.

Bulletproof audit trail. Each transaction's audit trail includes: time/date stamp, user identification, unique transaction identification number, originating system identification, the module, and as appropriate, batch control numbers and check sums. The trail is tight.

No data is deleted or changed. If a user "deletes" a document, it is marked as inactive and saved for audit purposes. When a document is amended, the original information is maintained and the new information is added. The audit trail is complete.

Real-time processing. All transactions are processed in real-time and recorded at the detail level. The result – immediate, accurate and current data.

Complete integration. Data is fully integrated between every application module through transaction based processing. End-of-the month reconciliations are history.

Reporting. With a plethora of standard reports, on-line access, and impressive ad hoc query capabilities, reporting is streamlined, meaningful and timely.

Consistent integrity checking. Transactions are subjected to exactly the same edits, validations and verifications, regardless of their source. Every transaction passes the same "tests" before being recorded. Those that don't pass are stored on "hold" and addressed separately.

Unlimited users and transactions. The key to an unlimited volume of users and transactions lies outside of the applications. The right hardware configuration supports the necessary number of users and transactions.

Select your fund type or types. Appropriated. Reimbursable. Defense Working Capital Funds (DWCF). If it is a federal fund type, it is fully supported.

Common Graphical User Interface (GUI). End user interaction is with a consistent and familiar web browser interface. All of the expected components are incorporated – mouse actions, buttons, and scroll bars, among many others.

Portal Technology. Each application is available with portal technology, or can be incorporated into an enterprise-wide portal package.

iCore and IFMIS – The Differences

The significant difference between iCore and IFMIS is technology.

iCore Technical Overview

iCore is a cutting-edge, browser-based, enterprise application. Deployed as a "multi-tier" application, the thin client tier requires only a current web browser. The application tier is scalable to meet the needs of any enterprise.

iCore was developed using the Java Platform, Enterprise Edition (JEE). JEE defines the standard for developing cutting-edge multi-tier enterprise applications. JEE simplifies enterprise applications by basing them on standardized, modular components; by providing a complete set of services to those components; and by handling the many details of application behavior automatically, without complex programming. The result is a secure, high performance, and highly robust application.

iCore is architected as a multi-tier JEE application with a clear separation of logical components in the application. The database tier, the business tier, and the client tier can all be deployed on separate platforms. iCore can also be deployed in a clustered architecture to support fail-over and high levels of application uptime. Application components can be deployed in configurations that remove the load of batch processing from the online business tier in order to preserve system responsiveness for users.

The iCore client is only required to be able to run a modern web browser, so hardware requirements are minimal.

Because of its flexible and open design, iCore benefits from a wide range of scalability options to allow for optimum processing in a wide variety of environments. The architecture supports both vertical and horizontal scaling at the hardware and software levels, respectively. Any number of client workstations can connect to the application through a standard TCP/IP connection to the web server.

As a Java 2 Platform, Enterprise Edition (JEE) application, iCore can be deployed on any JEE compliant application server. iCore uses a relational database as its datastore.

IFMIS Technical Overview

The core IFMIS system is written and maintained in IPL, a fourth-generation, object-oriented, high-order language. IPL is a specialized language designed for platform-independent financial programming, consisting of both procedural and non-procedural source statements.

IFMIS utilizes web-enabling technologies to achieve its n-tiered thin client architecture. Within this model, the client accesses the system via a standard web browser. The middle tier houses the business logic components of the system, which are responsible for enforcing the business rules. The backend tier in the IFMIS architecture is the relational database management system (RDBMS), which is responsible for data persistence. This architecture shifts processing requirements to the servers in the middle and backend tiers, thereby reducing network overhead and processing load on the clients. This architecture also creates a layer of isolation, which improves security and robustness while also allowing for increased scalability. The IFMIS state model is specifically architected to provide instantaneous user feedback. This greatly reduces the risk of data entry errors and improves data entry efficiency and accuracy, contributing to a more user-friendly system interface.

To ensure vendor independence, IFMIS was designed to the Open System Standard. Two key aspects of open systems are interoperability and portability. IFMIS demonstrates interoperability by seamlessly "exchanging "information with a myriad of

diverse applications. Portability is defined by its compatibility with any standard POSIX-compliant variant of UNIX operating systems.

iCore Workflow

Integrated workflow, with messaging operations, collectively defines how iCore automatically manages document processing and notifies staff of pending work (e.g., review/approval of pending accounting documents). Documents are routed based on criteria established when creating a particular workflow; and then based upon the operations of a user in regards to their work queue. Workflows can have multiple users simultaneously working items from a work list and work list items can be transferred from one work list to another. Work lists are displayed only to authorized users who have the security permission to "display" the specific work list definition. Workflow components are easily administered from within iCore.

DSG Services

DSG has been implementing financial management applications throughout the federal government since 1989. With each implementation we have gained immeasurable experience and knowledge – both functional and technical – which we apply to all projects. As a result, DSG has a strong and stable in-house staff to fully support the life cycle of any financial application implementation. Our staff provides the diversity of services necessary to fulfill this commitment, including the following areas.

Business Analysis

DSG personnel perform in-depth analysis for most of our clients in four major areas: Business Processes, Systems Overview, Gap and Technical. Analysis requires expertise in areas of data modeling in order to develop the "As Is" and "To Be" business and systems models; functional application expertise for gap analysis – resulting in an application that meets the specific needs of the client – from data conversion to interface development; and a significant depth of talent to handle technical analysis – from workload sizing to capacity planning. DSG personnel work very closely with each client to meet their specific analysis needs.

Data Conversion

The majority of DSG's clients rely on the company to support their data conversion requirements. As a result, DSG has developed a streamlined data conversion process that has been very successful in converting and importing our client's historical data. Data is converted from the existing legacy system(s) into the financial application's data stores. Data is converted automatically where possible and manually if necessary. Converted data is carefully audited, verified and reconciled to ensure the integrity of the new system. DSG plans, develops specifications, programs routines, tests and implements the data conversion requirements set forth by the client.

Documentation

In addition to the standard documentation available with iCore and IFMIS, DSG produces customized documentation as required by its federal clients. The need for customized documentation is diverse, encompassing comprehensive end user's manuals, functional descriptions, operations manuals, database query guides, maintenance manuals, technical notes and guides, and others. DSG's Technical Writers are proficient and efficient in the development of customized documentation as required by the federal government.

Hosting

DSG has a facility designed to support our client's hardware / software hosting needs. DSG provides a comprehensive range of support services for this facility, including: hardware and operational software, disaster recovery and backup, database administration, system tuning and problem resolution, hardware maintenance, environment communications, performance analysis, capacity management, user account management, system security functions, installation and upgrades, and

system testing. A number of DSG personnel have security clearance and are able to fully support our client's hosting needs.

Interface Development and Implementation

DSG personnel have developed and implemented literally hundreds of interfaces – incoming, outgoing and bi-directional – for all of our federal clients. These interfaces support such functions as U.S. Treasury reporting and disbursement, payroll, travel, obligations, payment requests and expenditure records, among many others. Our approach to interface development and implementation accommodates the very specific needs of our federal clients.

Technical Support

DSG is committed to providing our federal clients with the highest quality of total system life-cycle support. DSG recognizes that easy-to-use, responsive support for complex, mission-critical applications is crucial for long term client satisfaction. Our technical support is designed to provide a structured approach to ensure that our clients have full support as changes are implemented, through the life cycle of application operation and as hardware, software and/or the operating system is upgraded. To accommodate the variety of technical support each client requires, DSG maintains staff who are expert in such areas as Configuration Management, Database Administration, Operations, and Software Development and Programming.

Training

DSG provides complete and comprehensive training to ensure the smooth and efficient implementation and operation of the financial management application. Training encompasses a six-step process.

- x   Determine Training Parameters
- x   Develop Detailed Training Plan
- x   Develop Training Materials
- x   Present Training Program
- x   Evaluate Training Program
- x   Follow-up Training

Training for IFMIS is available through pre-established course offerings and is also offered on a customized bases utilizing DSG's Trainer/Course Developer professional service rates. iCore training is offered on a customized basis and will be priced based upon the required level of effort utilizing DSG's Trainer/Course Developer professional service rates. We have found that clients prefer customized training to meet their individual needs.

Training is appropriately tailored for each audience and offered as formal classroom, informal classroom or train-the-trainer formats.

SIN 132-33, Perpetual Software Licenses and
SIN 132-34 Maintenance of Software

Digital Systems Group, Inc. offers the following packaged financial systems that support the core requirements:

iCore

Software Module Title/Function	Purchase*	Annual Maintenance	Type of License
iCore iCore is a web-based, enterprise federal financial management system consisting of five fully integrated modules – Funding, Accounts Receivable, Accounts Payable, Cost Accumulation and General Ledger.	$3,294.00	$594.00	User

IFMIS (DWAS) Core System

Software Module Title/Function	Purchase*	Monthly Maintenance	Type of License
IFMIS Core System Consists of all of the core IFMIS subsystems, including: Funding, Accounts Receivable, Disbursements, Cost Posting, and General Ledger.	$139,650.00	$ 2,793.00	Site

Digital Systems Group, Inc. also offers the above Integrated Financial Management Information System as the following unbundled subsystems:

Software Module Title/Function	Purchase*	Monthly Maintenance	Type of License
IFMIS Funding Subsystem Processes direct appropriations of funds received from Con as well as funds authorized for reimbursement. Controls th distribution of appropriations to the various funding levels tracks the available amounts at the different levels.	$39,900.00	$ 798.00	Site
IFMIS General Ledger Subsystem Maintains the Standard General Ledger (SGL) which inclu proprietary and budgetary accounts. Updates the debit and credit balances of the accounts specified by transaction cod Records transactions using the accounting classification co structure (ACCS) and generates trial balances for the levels of the ACCS. Produc the required financial reports for the current accounting per as well as the month- end and year-end closings.	$19,950.00	$399.00	Site
IFMIS Cost Posting Subsystem Processes cost accumulation of purchase requests, purchase orders, receiving reports, an invoices. Updates the available funds associated with these documents. Processes on-line transactions, transactions	$59,850.00	$1,197.00	Site

received from external feeder systems, and those transactio generated internally by the IFMIS Accounts Receivable an Disbursements subsystems.			
IFMIS Disbursements Subsystem Offers invoice entry, certification, scheduling of payments, Treasury confirmation. Calculates discounts earned and los lag time, and interest penalties according to the Prompt Payment Act. Maintains vendor information for all types o government and commercial vendors.	$39,900.00	$798.00	Site
IFMIS Accounts Receivable Subsystem Processes various types of receivables for federal and commercial customers. Generates billing documents; calcu interest, penalties and administrative charges; matches payments to invoice line items; and liquidates the receivabl	$39,900.00	$798.00	Site

Additional Software Modules

Software Module Title/Function	Purchase*	Monthly Maintenance	Type of License
IFMIS Planning Subsystem Allows project managers to establish multiple levels of a plan from the project level down to the lowest level of the work unit/WBS level. Estimated hours, worker years, and amounts for various types of costs (labor, material, and services, for example) are entered on-line and can be modified for different versions of a plan.	$ 39,900.00	$ 798.00	Site
IFMIS DWAS-COTS Subsystem Adds support for the Defense Working Capital Fund (DWCF) in all of the core functional areas; i.e., Funding, Cost Posting, General Ledger, Accounts Payable, and Accounts Receivable. Provides for the establishment of prices and rates that are set to recover the full costs of goods and services from DWCF providers. Operates under two basic principles – total cost visibility and full cost recovery. Accepted Customer Orders are subject to complete funds distribution and cost control. Controls may be established from the Sponsor Order level down to individual Job Order Numbers. Both direct and indirect costs may be accumulated to the final cost objective.	$ 39,900.00	$ 798.00	Site
IFMIS Billing Subsystem Yields the billing records used to print preliminary and actual bills of government and non-government customers and generates the billing tape for the U.S. Treasury. Produces comprehensive reports on customers and creates the journal vouchers that feed the IFMIS General Ledger Subsystem.	$ 39,900.00	$ 798.00	Site
IFMIS Property Feeder System Provides the ability to track and record the acquisition and disposition of property. System features include the identification of major and minor classes of property for physical inventory, the recording of acquisition cost data, the calculation of depreciation, the disposal of plant property, the deletion of disposed property records, and the reporting of plant accounts and depreciation expense.	$ 14,962.50	$ 299.25	Site

Software Module Title/Function	Purchase*	Monthly Maintenance	Type of License
IFMIS Purchasing Feeder System Processes purchase requests from various sources, government and non-government, and maintains stock information for procurement documents. It accepts requests at the line-item level. The Purchasing database is continually updated so requests may be viewed and modified immediately after entry.	$ 19,950.00	$ 399.00	Site
IFMIS Inventory System Provides management and operational control of inventory for external distribution or internal usage. It supports order entry, stock picking, shipping, invoices, partial shipments, forecasting, reorder, inventory adjustment, customers (government and private sector), suppliers, employees, payments, categories, special storage and handling requirements, and interfaces with the financial system. It provides standard and ad hoc reporting.	$ 39,900.00	$ 798.00	Site
IFMIS Travel System Permits authorized users on-line access to enter, authorize, print and track travel requests/orders and associated vouchers. Information is stored in a centralized database. Per diem rates, travel cost estimates, funds validation and availability, and personnel data are automatically provided by the system to reduce error. The system also creates obligations and cost invoices, which are sent automatically to the financial system. Provides local and centralized forms printing for civilian, military, invitational and permanent-duty travel and claim forms. Produces reports for travel administrators to provide accountability and monitor traffic.	$ 14,962.50	$ 399.00	Site
The IFMIS Encyclopedia The IFMIS Encyclopedia is a comprehensive electronic reference tool that provides an in-depth understanding of the internal workings of IFMIS. It provides current and complete configuration management information as well as system and end user documentation.	$ 24,937.50	$ 498.75	Site

Software Module Title/Function	Purchase*	Monthly Maintenance	Type of License
IFMIS *q*Report – Installation/Implementation Installation / Implementation of the qReport environment.	$50,000.00		
IFMIS *q*Report – Bundle of (10) Named Users *q*Report is a critical business tool that allows users to generate customized reports and ad hoc queries from an Oracle® database. *q*Report leads the user through a logical sequence of screens that provide for the identification of data elements and conditions for selection of the query data. It also supports the joining of tables, column headings and graphic representation of queries. *q*Report allows users to generate ad hoc queries without having SQL programming experience.	$6,100.00	$ 91.67	User

* The licensing agreement term is perpetual. The first twelve months of maintenance after acceptance of the software are included in the purchase price. Each IFMIS system purchased includes one (1) copy of the documentation. iCore documentation is available online through the application.

SIN 132-33 Software Documentation

Document Title	Software Modules	Brief Description	Price
IFMIS (DWAS) Functional Description	all IFMIS modules	Overall Functional Description for the entire IFMIS system	$ 79.80
End User's Manual for the IFMIS Funding Subsystem	Funding	End User Manual	$ 109.73
IFMIS Funding Subsystem Maintenance Manual	Funding	Maintenance Manual	$ 199.50
IFMIS General Ledger Subsystem Maintenance Manual	General Ledger	Maintenance Manual	$ 199.50
End User's Manual for the IFMIS General Ledger Subsystem	General Ledger	End User Manual	$ 109.73
End User's Manual for the IFMIS Cost Posting Subsystem	Cost Posting	End User Manual	$ 109.73
IFMIS Cost Posting Subsystem Maintenance Manual	Cost Posting	Maintenance Manual	$ 199.50
End User's Manual for the IFMIS Disbursements Subsystem	Disbursements	End User Manual	$ 109.73
IFMIS Disbursements Subsystem Maintenance Manual	Disbursements	Maintenance Manual	$ 199.50
End User's Manual for the IFMIS Accounts Receivable Subsystem	Accounts Receivable	End User Manual	$ 109.73
IFMIS Accounts Receivable Subsystem Maintenance Manual	Accounts Receivable	Maintenance Manual	$ 199.50
User's Manual for the Data Base Access Assistant (ASSIST)	ASSIST	End User Manual	$ 109.73
RVIEW User's Guide	RVIEW	End User Manual	$ 109.73

Document Title	Software Modules	Brief Description	Price
End User's Manual for the IFMIS Planning Subsystem	Planning	End User Manual	$ 109.73
IFMIS Planning Subsystem Maintenance Manual	Planning	Maintenance Manual	$ 199.50
End User's Manual for the IFMIS DWAS Subsystem	DWAS	End User Manual	$ 109.73
IFMIS DWAS Subsystem Maintenance Manual	DWAS	Maintenance Manual	$ 199.50
End User's Manual for the IFMIS Billing Subsystem	Billing	End User Manual	$ 109.73
IFMIS Billing Subsystem Maintenance Manual	Billing	Maintenance Manual	$ 199.50
End User's Manual for the IFMIS Property System	Property	End User Manual	$ 109.73
IFMIS Property Subsystem Maintenance Manual	Property	End User Manual for ASSIST users	$ 109.73
End User's Manual for the IFMIS Purchasing System	Purchasing	End User Manual	$ 109.73
IFMIS Purchasing System Maintenance Manual	Purchasing	Maintenance Manual	$ 199.50
End User's Manual for the IFMIS Inventory System	Inventory	End User Manual	$ 109.73
End User's Manual for the IFMIS Travel System	Travel	End User Manual	$ 109.73
Administrator's Manual for the IFMIS Travel System	Travel	Administrator Manual	$ 109.73
IFMIS Travel System Maintenance Manual	Travel	Maintenance Manual	$ 199.50
Guide to The IFMIS Encyclopedia	The IFMIS Encyclopedia	End User Manual	$ 74.81

SIN 132-50 Training Courses

Notes:
1.) Course location is primarily the ordering activities site, however, there could be courses offered at DSG site.
2.) There are no prerequisites for any of the courses.

Course Title	Software Module Title	Description	Course Duration	Target Audience	Minimum/ Maximum Students
IFMIS Overview	IFMIS	This course provides a high level overview of IFMIS for Executive Managers. A presentation of IFMIS demonstrates the capabilities and interaction of the five (5) core modules – Funding, Cost Posting, Accounts Receivable (Billing), Disbursements, and General Ledger. Numerous reports are addressed.	1 day	Executive Management	1/20
IFMIS Funding	Funding	This 90% hands-on course provides End Users with the tools to effectively enter the types of funding required by their organization. The interactions between Funding and the other core modules are thoroughly explained. Funding reports are addressed in detail.	2 days	End Users	1/20
IFMIS General Ledger	General Ledger	This course is designed for End Users with a solid background in federal government accounting. The course covers how to enter general ledger accounts, transaction codes and manual journal vouchers, and how to handle end of year closing and opening a new year. General Ledger reports are addressed in detail, including Detail and Summary Trial Balance, Cash Transactions and Chart of Accounts.	4 hours	End Users	1/20
IFMIS Cost Posting	Cost Posting	This 90% hands-on course provides End Users with the tools to effectively enter the types of cost documents required by their organization, including commitments, obligations, expenditures, and invoices. The interactions between Cost Posting and the other core modules are thoroughly explained. Cost Posting reports are addressed in detail.	1 week	End Users	1/20
IFMIS Disbursements	Disbursements	This 90% hands-on course provides End Users with the tools to effectively understand which schedule to run to produce the required payment files. Disbursement reports are addressed in detail.	1 day	End Users	1/20
IFMIS Accounts Receivable	Accounts Receivable	This 90% hands-on course provides End Users with the tools to effectively create receivables, billings, collections, etc.; to perform billing activities (Bill Management, Pre-bill, Produce Bill Files, etc.); and to set up the allowance for loss. Accounts Receivable reports are addressed in detail.	1 day	End Users	1/20
Assist/RVIEW	IFMIS	This course is designed to assist End Users in understanding the navigation tools available for the Rview reports, as well as how to utilize these tools.	4 hours	End Users	1/20
IFMIS Planning	Planning	This 90% hands-on course provides End Users with the tools to effectively develop and enter a fiscal years' budget on-line. Planning reports are addressed in detail.	1 day	End Users	1/20

FM S DWAS	DWAS	This course provides a detailed overview of FM S DWAS for End Users. A presentation of FM S DWAS demonstrates the capabilities and interaction of the five (5) core modules – Funding, Cost Posting, Accounts Receivable (Billing), Disbursements, and General Ledger. Numerous reports are built using the three (3) reporting outputs – Review, PDF, and html.	1 day	End Users	1/20
FM S Billing	Billing	This 90% hands-on course provides End Users with the tools to effectively generate billing transactions; modify transactions to not bill; and run mid-month and end of month billing. Billing reports are addressed in detail.	4 hours	End Users	1/20
FM S Property	Property	This 90% hands-on course provides End Users with the tools to effectively record, depreciate and sell assets. Property reports are addressed in detail.	4 hours	End Users	1/20
FM S Purchasing	Purchasing	This 90% hands-on course provides End Users with the tools to effectively enter and print Outgoing Reimbursable Orders, including DD-448, NC-2275, NC-2276, NC-2276A, DD-282 and SF-182.	1 day	End Users	1/20
FM S nventory	nventory	This 90% hands-on course provides End Users with the tools to effectively enter inventory; assign RPC codes; and perform table maintenance for stock reserve units, unit of measure, material in transit and condition and status. Inventory reports are addressed in detail.	1 day	End Users	1/20
FM S Travel	Travel	This course is designed for Travel Administrators and encompasses all of their assigned duties, including accessing the workload screen to approve, disapprove or cancel travel orders and vouchers. Travel Administrator reports are addressed in detail.	4 hours	Administrators	1/10
FM S Travel	Travel	This 90% hands-on course provides End Users with the tools to effectively enter civilian, military, invitational and permanent duty travel orders; and to perform table maintenance of per diem rates by city, site mileage and standard travel remarks. Travel reports are addressed in detail.	4 hours	End Users	1/10
FM S Programming Language	PL	This course provides Programmers with an in-depth understanding of the non-procedural language for developing management reports in FM S; as well as an understanding of the Definition Module for describing FM S databases.	1 week	Programmers	1/10
FM S Executive Reporting Module	Executive Reporting	This 90% hands-on course provides End Users with the knowledge to generate reports; build custom queries; use portal technology for report delivery; schedule reports; run exception reports based on user-defined criteria; and perform some multi-dimensional analysis, including drill down.	2 days	End Users	1/10
The FM S Encyclopedia	The FM S Encyclopedia	This course provides Database Administrators, Analysts and Programmers with a comprehensive understanding of FM S Configuration Management. Each FM S module is organized into sections – menus, procedures, programs, screens, databases, data dictionary and SQLs – and addressed in this course.	1 week	Database Administrator/ Analysts/ Programmers	1/10
FM S DBA	FM S	This course provides Database Administrators with an overview of the database structure used by the FM S core modules. The differing types of schemas and their data presentation are discussed, as well as table related dayfile messages and lock file usage. A description of Version Description Documents relating to table modifications is provided.	1 week	Database Administrator	1/10
FM S Security	FM S	This 90% hands-on course provides database administrators with the tools to effectively enter users; assign the users to groups; and then assign permissions to these groups. Security reports are addressed in detail.	2 days	Database Administrator	1/10
FM S Maintenance	FM S	This 90% hands-on course provides End Users with the tools to effectively update FM S to a new fiscal year; set accounting periods; and to perform system table maintenance.	1 week	Analysts	1/10

SIN 132-50 Training Courses (Continued)

Course Title	Pricing
IFMIS Overview	$2,343.13
IFMIS Funding	$4,687.25
IFMIS General Ledger	$1,172.06
IFMIS Cost Posting	$11,717.63
IFMIS Disbursements	$2,343.13
IFMIS Accounts Receivable	$2,343.13
Assist/RVIEW	$1,174.06
IFMIS Planning	$2,343.13
IFMIS DWAS	$2,343.13
IFMIS Billing	$1,172.06
IFMIS Property	$1,172.06
IFMIS Purchasing	$2,343.13
IFMIS Inventory	$2,343.13
IFMIS Travel, administrators	$1,172.06
IFMIS Travel, end users	$1,172.06
IFMIS Executive Reporting Module	$4,687.25
The IFMIS Encyclopedia	$11,717.63
IFMIS DBA	$11,717.63
IFMIS Security	$4,687.25
IFMIS Maintenance	$11,717.63

Professional Services - Job Descriptions

The following descriptions document the minimum qualification requirements and major functions for each classification. "Qualifications" refers to basic experience in the field of financial management information systems. Directly related postgraduate study may be substituted for experience at the rate of three credit hours of study for three months of experience, up to 36 credit hours. A programming certificate from a technical or vocational school may be substituted for one year of experience.

Project Manager

Qualifications: Ten years of technical experience in information resource management; including six years in managing large, complex Federal Government or quasi-Federal Government financial management projects; comprehensive understanding of Government financial systems requirements; established track record in implementing the contractor's financial management systems software.

Major Functions: Manages and coordinates the implementation of system applications through all phases of the systems development life cycle, including planning, requirements analysis, design, development, testing, installation, and evaluation. Ensures conformance with work standards, interprets policies, procedures, and goals and objectives of the organization. Coordinates work effort with all parties to ensure problem resolution and user satisfaction. Reviews work products for quality, completeness, and adherence to design concepts and user requirements. Must be capable of negotiating and making binding decisions on behalf of the company.

Senior Systems Analyst

Qualifications: Eight years of systems analysis or programming experience, including four years in the area of developing financial systems requirements and design specifications; two years of experience in project management/task leader positions in development or implementation.

Major Functions: Provides technical direction to personnel performing systems analysis and system/subsystem development tasks. Coordinates and performs logical and physical systems design. Reviews and prepares system documents and specifications. Prepares reports, studies, and documentation, delivers presentations, and participates in meetings.

Systems Analyst

Qualifications: Three years of systems analysis or programming experience, including experience with complex financial management information systems.

Major Functions: Assists technical and user personnel in identifying problems and devising feasible solutions for acquiring, organizing, and processing data. Performs need assessments, requirements analyses, and develops system and subsystem functional specifications. Develops design documents and program specifications. Participates in all program development activities, including program and system testing.

Senior Financial Analyst

Qualifications: Eight years of financial analysis experience; thorough knowledge of the principles of project management and professional accounting; and a broad technical knowledge of Federal accounting, budgeting, reporting, and financial management principles, practices, and requirements.

Major Functions: Serves as technical expert for Government financial information management. Assists in the development of logical and physical systems design. Reviews and prepares systems documents and specifications. Provides technical interpretation of financial policy and concepts underlying Federal accounting and reporting regulations and procedural requirements. Prepares reports, studies, and documentation, delivers presentations, and participates in meetings.

Financial Analyst

Qualifications: Three years of financial analysis experience; knowledge of Federal accounting, budgeting, reporting, and financial management principles, practices, and requirements.

Major Functions: Provides technical interpretation of financial management policy and accounting and reporting regulations. Assists in development of system requirements and modifications. Performs technical analyses and recommends resolution to problems. Evaluates financial management processes and develops recommendations for improving systems/procedures.

Senior Systems Programmer

Qualifications: Eight years of programming experience; including four years of experience programming complex financial management systems.

Major Functions: Analyzes programs and outlines for such factors as type and extent of information to be transferred from storage units, sorting, and format of

final results.   Confers with technical and analytical personnel, and designs detailed programs, flow charts, and diagrams indicating required computations and sequence of machine operations. Translates design into coded instructions. Verifies accuracy and validity of programs by preparing sample data and testing. Corrects program errors and modifies the program as required by revising instructions. Reviews and/or prepares system documents and specifications.

Systems Programmer

Qualifications: Five years of programming experience, with at least two years of experience working with financial management systems.

Major Functions: Analyzes system requirements and design specifications. Develops block diagrams, logic flow charts, and coding structures. Translates detailed design into computer program coded instructions; tests, debugs, and refines the computer program to produce the product required by the written specifications. Documents procedures used throughout the program to allow the program to be run as a part of a system, and to make changes as may be required.

Data Base Administrator/Specialist

Qualifications: Six years of experience in database management systems; three years of SQL, COBOL, and Fourth Generation Language programming experience in a batch or on-line environment.

Major Functions: Provides technical expertise and guidance in the logical and physical data base design, development, operation, and maintenance of information systems for business processing applications. Conducts management studies, defines data requirements, proposes solutions to system problems based on cost effectiveness and quality of performance. Evaluates the data processing techniques, database management, and management information systems, concepts, and applications used as they relate to Government information goals. Defines all required data base administration policies, procedures, standards, and guidelines.

Technical Writer/Documentation Specialist

Qualifications: Three years of technical writing/documentation experience; one year of specialized Federal Information Processing technical documentation experience; knowledge of word processing and graphical presentation software.

Major Functions: Prepares and edits system documentation incorporating information provided by the user, specialist, analyst, and programmer personnel. Writes, edits, and types reports, studies, and presentation material of technical information for both technical and non-technical audience.

Interprets technical documentation standards and prepares documentation according to the standards. Responsible for spelling, grammar, and proper formats. Proofreads final products.

Trainer/Course Developer

Qualifications: Five years experience in information resources related training; three years experience in developing training curriculum, training aids, work force studies, and classroom instruction.

Major Functions: Identifies training objectives, constructs performance measures, and specifies appropriate instructional delivery methods. Interfaces with design and development teams to insure incorporation of training needs into the system development life cycle process. Designs, develops, documents, and delivers training courses to a wide range of audiences using a mix of training techniques and media such as formal lectures, seminars, tutorials, and computer aided instruction (CADE). Evaluates training material and resources. Provides professional guidance to Contractor management, analysts, specialists, programmers, and Government personnel.

SIN 132-51 Professional Services

Job Title / Level	Pricing (09/24/14) to (09/23/15)	Pricing (09/24/15) to (09/23/16)	Pricing (09/24/16) to (09/23/17)	Pricing (09/24/17) to (09/23/18)	Pricing (09/24/18) to (09/23/19)
Project Manager	$263.22	$268.22	$273.32	$278.51	$283.80
Senior Systems Analyst	$176.42	$179.77	$183.19	$186.67	$190.22
Systems Analyst	$159.56	$162.59	$165.68	$168.83	$172.04
Senior Financial Analyst	$208.86	$212.83	$216.87	$220.99	$225.19
Financial Analyst	$159.56	$162.59	$165.68	$168.83	$172.04
Senior Systems Programmer	$159.56	$162.59	$165.68	$168.83	$172.04
Systems Programmer	$112.23	$114.36	$116.53	$118.74	$121.00
Data Base Administrator/Specialist	$164.34	$167.46	$170.64	$173.88	$177.18
Technical Writer/Documentation Specialist	$80.19	$81.71	$83.26	$84.84	$86.45
Trainer/Course Developer	$164.34	$167.46	$170.65	$173.88	$177.18